



NEIL BOARD MEETING

American Society of Safety Professionals (ASSP) Northeastern Illinois (NEIL) Chapter

Minutes of the Board Meeting – 16 November 2018 at Maggiano's, in Schaumburg.

Attendees: Claire Obuchowski (President), Sara Gibson, Melissa Gawron, Anthony Stephens, Matthew Baker, Dan Pritchett, Amy Timmerman, John Hoekstra

- 1) **Meeting Called to Order at 1:54 p.m. by Claire Obuchowski**
- 2) **Past Minutes/Secretary Report** – Melissa shared the past October 19th, 2018 Meeting notes, which were already approved and posted online.
- 3) **Treasurer's Report** – Sara provided the Treasurer's Report which details revenue and expenses for October and November to date.
 - a. At today's presentation there were 26 attendees, 5 no shows, and 3 additional walk ins.
 - b. Going forward there will be no more monetary amounts in the minutes. Sara and Melissa, have been getting SPAM emails from individuals pretending to be Claire. The treasurer's report was given verbally, for any members who have questions pertaining to the ASSP NEIL financial report contact the Treasurer.
- 4) **Committee Reports**
 - a. Board Elections – John Hoekstra
 - They voted on the proposal to change Jennifer McNelly's title to CEO.
 - b. Newsletter – Derek Mokersky – Not in Attendance
 - Claire mentioned that Derek has been sending out an email for Registration 1 week ahead of time, as a reminder to attend the event. Claire says it is working well, she can see the uptick in registrants after the email is sent.
 - c. Membership – Dan Pritchett
 - There have been 4 new members this month. Dan received a box of new ASSP swag with the up to date logo to hand out to new members.
 - d. Webpage/Jobs – Matthew Baker
 - Matthew still needs a headshot of Anthony. He has updated the webpage to include the golf sponsorship information.
 - e. Safety & Health Conference – Sheri Lesak – Not in attendance
 - Sara gave the update for Sheri Lesak, The Conference was a huge success, each member group will receive \$9,873.36 as profit. There were over 100 more attendees this year, and the fees were higher due to the change of food vendor, but registration was increased accordingly.
 - NEIL Members on the Committee include: Sheri Lesak, Rich Rapacki, Dave Amos and new member Brittney Enka. Sheri reports that all 5 participating groups have sufficient representation on the committee at this time.
 - Sheri had mentioned to Sara the possibility of printing less information in the booklet that gets handed out each year to save money.
 - f. Awards / Recognition – Bob Wasick

- Not in attendance
- g. NIU Student Chapter – Dr. Mills /Charlie Vasconez
 - Not in attendance
- h. Sponsorship Chair – Melissa Gawron
 - There have been no interested parties at this time. Anthony suggested to take a more targeted approach, and look over our chapter list and create personalized emails inquiring if any consultant/companies would like to sponsor NEIL ASSP Chapter.
 - Some member may work around here but live elsewhere, do we have links to other chapters in the area on our webpage, possibly partnering with each other and advertising for each other's events.

5) Old Business

- a. PDC Delegate Travel Guidelines
 - Motion was made by Sara, seconded by John for the following options for meals: 1. GSA rates, 2. \$50/day flat rate, or 3. no reimbursement for meals. The majority voted for option 1. GSA rates.
 - Dr. Mills to review the student chapter information before finalizing document

6) New Business

- a. Posting the current amount of assets / money - security concerns
 - See above treasurer's report
- b. Future Safety Leaders Conference
 - Sara's attendance will give us points for going to this conference to present. Sara presented at 2 afternoon roundtable sessions on, careers in academic EHS.
- c. Succession planning
 - Claire had the region 5 call today from 10-11am. Each group would go around and share the progress for the year and number of members.
 - ROC Meeting is going to be on April 25th and 26th, in Moline IL, at the John Deere Headquarters
 - Treasurer and President-elect nominations?

7) 2018 – 2019 Meetings

- a. Dec. 6th – December Volunteer event at Northern IL Food Bank in Geneva – please register!
 - i. Participants include, NEIL and Three Rivers Chapter of ASSP, and SCSE, the Society of Casualty Safety Engineers.
 - ii. Three Rivers group is buying their own lunch for their own chapter and SCSE group going out to eat afterwards.
 - iii. Sara motion to pick up the food cost for our group, possibly Panera like last year. Seconded by Anthony and Claire.
 - iv. Please Register for the Event!
 - v. There is no committee meeting for the month of December.
- b. Jan. 18th – NEIL Chapter meeting in Schaumburg (Maggiano's) - Emergency Response and Planning
 - i. Claire to contact Sheri to confirm emergency management talk topics
- c. Feb. 15th – Fall Protection/Ladder Safety (Maggiano's)

8) Meeting Adjourned at 2:45 p.m.